

Location Guides

To facilitate the reader's ability to locate information by area of interest we present the following in this section:

1. *Table of Contents by Budget Program*
(Standard table of contents by numerical page number)
2. *Table of Contents by Department*
(Programs and activities listed by Organizational Department)
3. *Alphabetical Index*
(Programs, activities, and noteworthy schedules and appendix items)

TABLE OF CONTENTS BY BUDGET PROGRAM

Page #

BUDGET MESSAGE

Budget Message.....	1
---------------------	---

FUNDING MATRIX/FINANCIAL SUMMARY

Funding Matrix.....	16
Financial Summary.....	23
Quick Facts.....	23
General Fund Resources.....	24
General Program Expenditures.....	25
Utility Program Resources.....	26
Utility Program Expenditures.....	27
History of General Fund Resources.....	28
History of General Fund Requirements.....	29
Summary of Requirements by Fund and Activity.....	30
Operating Budget Summaries.....	32
Key Revenue Details.....	39
Major Revenue Sources.....	44
Property Tax Analysis.....	45
Key Expenditure Details.....	46
Staff Allocation.....	50
Capital Budget Summary.....	51

STRATEGIC PLAN

2018-19 Strategic Plan.....	55
-----------------------------	----

CITY OVERVIEW

Profile of the City of Grants Pass.....	66
City Government.....	71
Mayor & Council.....	72
Citizen Involvement.....	73
City Organizational Chart.....	74

BUDGET PROCESS/FINANCIAL POLICIES

Budget Format.....	78
Budget Process.....	80
Budget Development Calendar.....	82
How to Read the Budget.....	83
Oregon Budget Law.....	85
Resolution Adopting the Budget.....	89
Revenue Sources.....	95
Fund Structure & Accounting Methods.....	97
Financial Management Goals & Policies.....	102

POLICY AND LEGISLATION

Policy and Legislation Program Summary.....	107
Mayor and Council.....	108
General Program Operations.....	110

PUBLIC SAFETY SERVICES

Public Safety – Program Summary.....	113
Public Safety – Police Division.....	114
Public Safety – Support Division.....	120
Public Safety – Fire Rescue Division.....	124
Crisis Support Services.....	128
Sobering Center.....	130

PARKS

Parks Program Summary.....	133
Park Maintenance Services.....	134
Aquatics Services.....	138
Recreation Services.....	142

DEVELOPMENT

Development Program Summary.....	145
Planning Services.....	146
Building Services.....	152
Economic Development Services.....	156
Downtown Development Services.....	160
Tourism Promotion Services.....	164

TRANSPORTATION

Transportation Program Summary.....	169
Street and Drainage Maintenance Services.....	172
Customer Services.....	176
General Program Operations.....	178
Street Lighting.....	179
Transportation Capital Projects.....	180

STORM WATER & OPEN SPACE

Storm Water & Open Space Program Summary.....	185
Storm Water Utility Maintenance Services.....	188
Customer Services.....	190
General Program Operations.....	191
Storm Water & Open Space Capital Projects.....	192

WATER

Water Program Summary.....	197
Water Treatment Services.....	202
Water Distribution Services.....	206
Customer Services.....	210
Water Debt Service.....	213
General Program Operations.....	214
Water Capital Projects.....	215

WASTEWATER

Wastewater Program Summary.....	221
Wastewater Collection Services.....	225
Wastewater Treatment Services.....	228
Customer Services.....	232
Wastewater Debt Service.....	235
General Program Operations.....	236
Wastewater Capital Projects.....	237

SOLID WASTE

Solid Waste Program Summary.....	243
Solid Waste Field Operations.....	246
Post-Closure Operations.....	248
General Program Operations.....	250
Solid Waste Capital Projects.....	251

ADMINISTRATIVE SERVICES

Administrative Services Program Summary.....	255
Management Services.....	258
Finance Services.....	262
Legal Services.....	266
Human Resources.....	270
General Program Operations.....	274

SUPPORT SERVICES

Support Services Program Summary.....	277
Parks & Community Development Management Services.....	278
Engineering Services.....	282
Property Management Services.....	286
Information Technology.....	290
Garage Operations.....	294
Equipment Replacement.....	298
Workers' Compensation.....	302
General Insurance.....	306
Benefits Administration.....	310

AUXILIARY SERVICES

Auxiliary Services Program Summary.....	313
Lodging Tax.....	314
Debt Service/Bancroft Bonds.....	316
Debt Service/General Obligation Bonds.....	318
Industrial and Downtown Loan Services.....	320
Community Development Block Grant.....	322
Environmental Waste Fees Fund.....	324
Agency Fund.....	326

CAPITAL CONSTRUCTION/LANDS & BUILDINGS

Lands & Buildings Capital Construction.....	329
---	-----

PERS (Public Employees Retirement System)

Oregon PERS Overview.....	337
---------------------------	-----

APPENDIX

Appendix A - Sources of Resources and Expenditures by Fund - FY 2020 Projected.....	348
Appendix B - Sources of Resources and Expenditures by Fund - FY 2019 Adopted.....	349
Appendix C - Sources of Resources and Expenditures by Fund - FY 2019 Recommended.....	350
Appendix D - Sources of Resources and Expenditures by Fund - FY 2018 Budget.....	351
Appendix E - Sources of Resources and Expenditures by Fund - FY 2017 Actual.....	352
Appendix F - Sources of Resources and Expenditures by Fund - FY 2016 Actual.....	353
Appendix G - Overview of Fund Balances.....	354
Appendix H - Un-Appropriated Ending Fund Balance.....	356
Appendix I - History of Property Tax Rates.....	357
Appendix J - History of Levies and Assessed Values.....	358
Appendix K - History of General Support Resources.....	359
Appendix L - Monthly Salary Schedule.....	360
Appendix M - Representative Annual Salary and Fringe Benefits.....	362
Appendix N - Benefit Details.....	363
Appendix O - Computation of Legal Debt Margin.....	365
Appendix P - Schedule of Future Debt Service.....	366
Appendix Q - Interfund Loans.....	367
Appendix R - Ten Largest Taxpayers.....	368
Appendix S - System Development Charge Revenues.....	369
Appendix T - Glossary.....	370

TABLE OF CONTENTS BY DEPARTMENT**Page #****ADMINISTRATION****Aaron Cubic, City Manager**

Mayor & Council (Policy & Legislation).....	108
Management Services (Administrative Services).....	258
Legal Services (Administrative Services).....	266
General Program Operations (Administrative Services).....	274
Information Technology (Support Services).....	290
General Insurance (Support Services).....	306

FINANCE**Jay Meredith, Finance Director**

General Fund General Program Operations (Policy & Legislation).....	110
Finance Services (Administrative Services).....	262
Lodging Tax (Auxiliary Services).....	314
Debt Service/Bancroft Bonds (Auxiliary Services).....	316
Debt Service/General Obligation Bonds (Auxiliary Services).....	318
Agency Fund (Auxiliary Services).....	326

HUMAN RESOURCES**Diana Mejia, Human Resources Director**

Human Resources (Administrative Services).....	270
Workers' Compensation Insurance (Support Services)	302
Benefits Administration (Support Services)	310

PARKS & COMMUNITY DEVELOPMENT**Lora Glover, Parks & Community Development Director**

Parks Maintenance Services (Parks).....	134
Aquatic Services (Parks).....	138
Recreation Services (Parks).....	142
Planning Services (Development)	146
Building Services (Development)	152
Economic Development Services (Development)	156
Downtown Development Services (Development)	160
Tourism Promotion Services (Development)	164
Parks & Community Development Management Services (Support Services).....	278
Engineering Services (Support Services).....	282
Property Management Services (Support Services).....	286
Industrial and Downtown Loan Services (Auxiliary Services).....	320
Community Development Block Grant (Auxiliary Services).....	322

PUBLIC SAFETY**Bill Landis, Public Safety Director**

Police Division (Public Safety)	114
Support Division (Public Safety)	120
Fire Rescue Division (Public Safety)	124
Crisis Support Services (Public Safety)	128
Sobering Center (Public Safety)	130

PUBLIC WORKS & FLEET**Jason Canady, Public Works Director**

Street and Drainage Maintenance Services (Transportation).....	172
Street Utility Customer Services (Transportation).....	176
Street Utility General Program Operations (Transportation).....	178
Street Lighting (Transportation).....	179
Transportation Capital Construction (Transportation).....	180
Storm Water Maintenance Services (Storm Water).....	188
Customer Services (Storm Water).....	190
General Program Operations (Storm Water).....	191
Capital Construction (Storm Water & Open Space).....	192
Water Treatment Services (Water).....	202
Water Distribution Services (Water).....	206
Customer Services (Water).....	210
Water Debt Service (Water).....	213
General Program Operations (Water).....	214
Water Capital Projects (Water).....	215
Wastewater Collection Services (Wastewater).....	225
Wastewater Treatment Services (Wastewater).....	228
Customer Services (Wastewater).....	232
Wastewater Debt Service (Wastewater).....	235
General Program Operations (Wastewater).....	236
Wastewater Capital Projects (Wastewater).....	237
Solid Waste Field Operations (Solid Waste).....	246
Post-Closure Operations (Solid Waste).....	248
General Program Operations (Solid Waste).....	250
Solid Waste Capital Projects (Solid Waste).....	251
Garage Operations (Support Services).....	294
Equipment Replacement (Support Services).....	298
Environmental Waste Fees Fund (Auxiliary Services).....	324

ALPHABETICAL INDEX

Activity/Item	Section	Page #
Administrative Services Program Summary	Administrative Services	255
Agency Fund	Auxiliary Services	326
Appendix	Appendix	347
Aquatics Services	Parks	138
Auxiliary Services Program Summary	Auxiliary Services	313
Benefit Details	Appendix	363
Benefits Administration	Support Services	310
Budget Development Calendar	Budget Process/Financial Policies	82
Budget Format	Budget Process/Financial Policies	78
Budget Message	Budget Message	1
Budget Process	Budget Process/Financial Policies	80
Building Services	Development	152
Capital Budget Summary	Funding Matrix/Financial Summary	51
City Government	City Overview	65
City Organizational Chart	City Overview	75
Community Development Block Grant	Auxiliary Services	322
Computation of Legal Debt Margin	Appendix	365
Crisis Support Services	Public Safety	128
Customer Services	Storm Water & Open Space	190
Customer Services	Transportation	176
Customer Services	Wastewater	232
Customer Services	Water	210
Debt Service/Bancroft Bonds	Auxiliary Services	316
Debt Service/General Obligation Bonds	Auxiliary Services	318
Development Program Summary	Development	145
Downtown Development Services	Development	160
Economic Development Services	Development	156
Engineering Services	Support Services	282
Environmental Waste Fees Fund	Auxiliary Services	324
Equipment Replacement	Support Services	298
Finance Services	Administrative Services	262
Financial Management Goals & Policies	Budget Process/Financial Policies	102
Financial Summary	Financial Summary	23
Funding Matrix/Financial Summary	Funding Matrix/Financial Summary	16
Fund Structure & Accounting Methods	Budget Process/Financial Policies	97
Garage Operations	Support Services	294
General Fund Resources	Funding Matrix/Financial Summary	24
General Insurance	Support Services	306
General Program Expenditures	Funding Matrix/Financial Summary	25
General Program Operations	Administrative Services	274
General Program Operations	Solid Waste	250
General Program Operations	Storm Water & Open Space	191
General Program Operations	Transportation	178
General Program Operations	Wastewater	236
General Program Operations	Water	214
Activity/Item	Section	Page #

General Program Operations	Policy and Legislation	110
Glossary	Appendix	370
History of General Fund Requirements	Funding Matrix/Financial Summary	29
History of General Fund Resources	Funding Matrix/Financial Summary	28
History of General Support Resources	Appendix	359
History of Levies and Assessed Values	Appendix	358
History of Property Tax Rates	Appendix	357
How to Read the Budget	Budget Process/Financial Policies	83
Human Resources	Administrative Services	270
Industrial and Downtown Loan Services	Auxiliary Services	320
Information Technology	Support Services	290
Interfund Loans	Appendix	367
Key Expenditure Details	Funding Matrix/Financial Summary	46
Key Revenue Details	Funding Matrix/Financial Summary	39
Lands & Buildings Capital Construction	Capital Construction Lands & Buildings	329
Legal Services	Administrative Services	266
Lodging Tax	Auxiliary Services	314
Major Revenue Sources	Funding Matrix/Financial Summary	44
Management Services	Administrative Services	258
Mayor & Council (Overview)	City Overview	72
Mayor & Council (Budget)	Policy and Legislation	108
Monthly Salary Schedule	Appendix	360
Operating Budget Summaries	Funding Matrix/Financial Summary	32
Oregon Budget Law	Budget Process/Financial Policies	85
Oregon PERS Overview	PERS	337
Overview of Fund Balances	Appendix	354
Park Maintenance Services	Parks	134
Parks & Community Development Mgmt. Svc's.	Support Services	278
Parks Program Summary	Parks	133
PERS, Oregon PERS Overview	PERS	337
Planning Services	Development	146
Policy and Legislation Program Summary	Policy and Legislation	107
Post-Closure Operations	Solid Waste	248
Profile of the City of Grants Pass	City Overview	66
Property Management Services	Support Services	286
Property Tax Analysis	Funding Matrix/Financial Summary	45
Public Safety – Fire Rescue Division	Public Safety	124
Public Safety – Police Division	Public Safety	114
Public Safety – Program Summary	Public Safety	113
Public Safety – Support Division	Public Safety	120
Quick Facts	Funding Matrix/Financial Summary	23
Recreation Services	Parks	142
Representative Annual Salary and Fringe Benefits	Appendix	362
Resolution Adopting the Budget	Budget Process/Financial Policies	89
Revenue Sources	Budget Process/Financial Policies	95
Schedule of Future Debt Service	Appendix	366

Activity/Item	Section	Page #
Solid Waste Capital Projects	Solid Waste	251
Solid Waste Field Operations	Solid Waste	246
Solid Waste Program Summary	Solid Waste	243
Sources of Resources and Expenditures by Fund	Appendix	348
Staff Allocation	Funding Matrix/Financial Summary	50
Storm Water & Open Space Capital Projects	Storm Water & Open Space	192
Storm Water & Open Space Program Summary	Storm Water & Open Space	185
Storm Water Utility Maintenance Services	Storm Water & Open Space	188
Strategic Plan	Strategic Plan	55
Street and Drainage Maintenance Services	Transportation	172
Street Lighting	Transportation	179
Summary of Requirements by Fund and Activity	Funding Matrix/Financial Summary	30
Support Services Program Summary	Support Services	277
System Development Charge Revenues	Appendix	369
Ten Largest Taxpayers	Appendix	368
Tourism Promotion Services	Development	164
Transportation Capital Projects	Transportation	180
Transportation Program Summary	Transportation	169
Un-Appropriated Ending Fund Balance	Appendix	356
Utility Program Expenditures	Funding Matrix/Financial Summary	27
Utility Program Resources	Funding Matrix/Financial Summary	26
Wastewater Capital Projects	Wastewater	237
Wastewater Collection Services	Wastewater	225
Wastewater Debt Service	Wastewater	235
Wastewater Program Summary	Wastewater	221
Wastewater Treatment Services	Wastewater	228
Water Capital Projects	Water	215
Water Debt Service	Water	213
Water Distribution Services	Water	206
Water Program Summary	Water	197
Water Treatment Services	Water	202
Workers' Compensation	Support Services	302